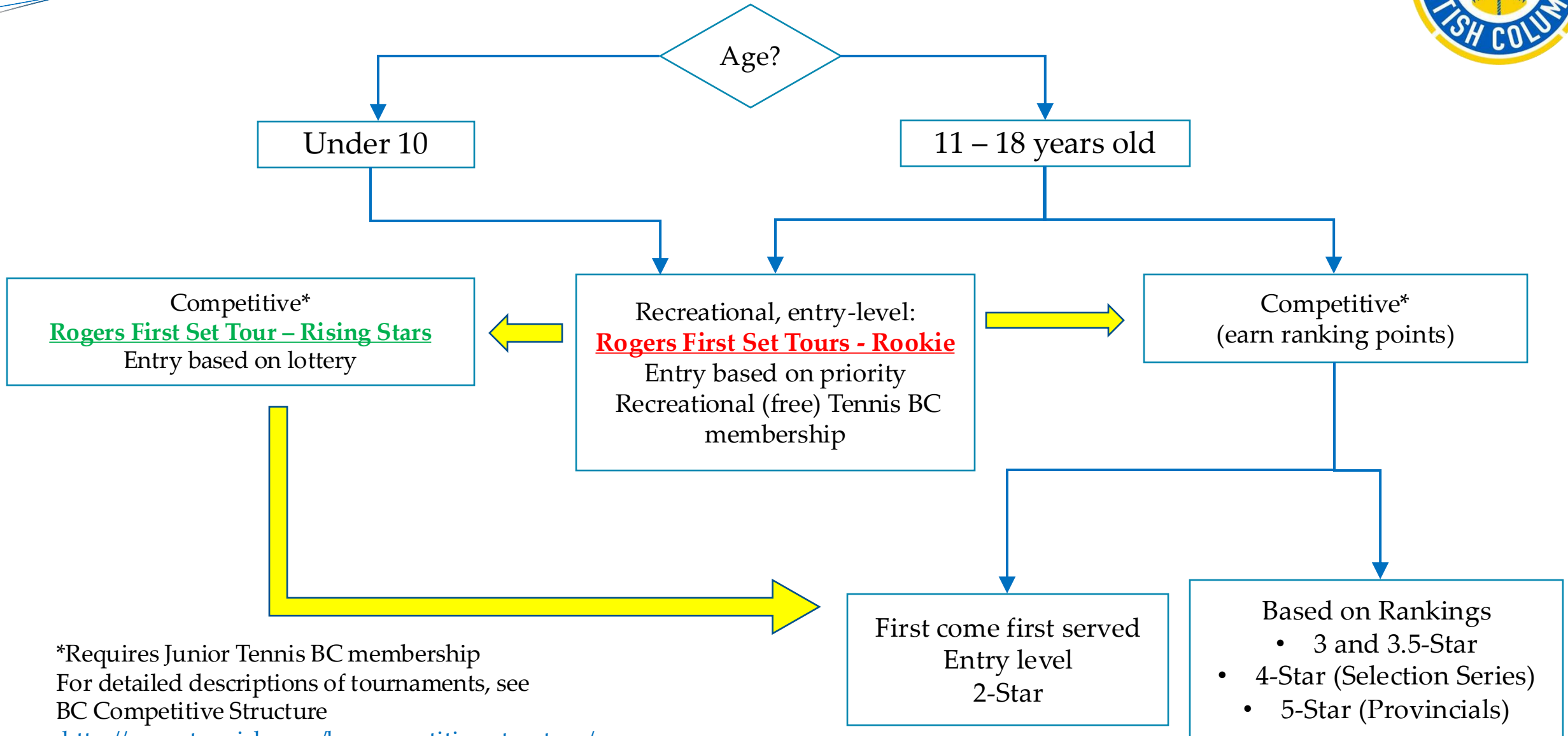




Which tournament should I enter?



*Requires Junior Tennis BC membership
For detailed descriptions of tournaments, see
BC Competitive Structure
<http://www.tennisbc.org/bc-competitive-structure/>



How do I register for a tournament?

1. Obtain Tennis BC membership

<http://www.tennisbc.org/memberships-clubs/types-of-membership/>

Note: To activate new Junior membership, players require to send proof of age to info@tennisbc.org after creating the account and making the membership payment.

2. Check Tennis BC tournament calendar and find tournament you are interested in

<http://www.tennisbc.org/tournaments/>

3. Find the tournament link in the tournament information
4. Login using your Tennis Canada Tournament Software username and password
5. Register and you will receive the Entry Confirmation

IMPORTANT: this entry confirmation does NOT mean acceptance into the main draw and does NOT mean that you are guaranteed to play in the tournament. This confirmation only notifies you that your entry has been processed in the system.



What do I do after I register in the tournament?

1. **Check if your name is on the entry list a few days after you register.**
 - Go to "Events" tab on the tournament website to check if your name is listed under the event you are registered in.
 - The tournament software is not a "live" system. Your name won't appear on the list instantly after you registered.
2. **After the entry deadline, "Acceptance List" (in "Events" tab) will be posted one or two days after the entry deadline.**
3. **Players in the Main Draw and top 3 Reserve list (waitlist) will receive payment instructions via email.**
3. **Draws are posted on Tuesday on the week of the tournament for lower mainland tournaments. Draws for tournaments on the Vancouver Island and Interior (Kelowna/Kamloops areas) are posted on Tuesday on the week prior to start of tournament.**
4. **Schedule is published a day after draw is posted.**

Players are responsible to check for their own schedule. No email notification will be sent out.



Questions about Registration:

- **Q:** What is “Acceptance List” and how to check for it?
- Acceptance list shows which players are in the main draw and who are on the reserve list (waitlist). Under “Events” tab in the tournament website you will see that players are designated as
 - a. Main draw = players will play in tournament
 - b. Reserve list = players on the waitlist
 - c. Exclude list = players are not playing in the tournament (for example players who withdraw or ineligible)
- **Q:** What happened to players on the reserve list?
- They will only be contacted if there is a withdrawal. Do not show up to tournament site if your name is not in the main draw.
- **Q:** Will I get refund if I am on the reserve list?
- Yes, you will receive refunds within 10 days after completion of tournament.



How to withdraw from a tournament

1. During registration and payment periods, you can withdraw or change your registration online.
2. After the registration or payment periods are closed, you can email the tournament organizer/director to inform them.

Q: Is there a penalty to withdraw from a tournament?

Yes, there may be a penalty for withdrawal (see Late Withdrawal/Failure to Complete Section).

Q: Will I get a refund?

Depending on when you withdraw, you may or may not get a refund (see Refund section).

Q: May I register in multiple tournaments within the same period of time?

Yes, you may register in multiple tournaments within the same period of time but you may only be in ONE main draw after the deadline of payment period/withdrawal period. You are responsible to manage your own registration. There is a **penalty** if you are in the main draw of more than one tournament within the same period.

- If you are accepted in the main draw of a tournament after the Acceptance list is posted, you are committed in that tournament from the start to the end dates of that tournament (or until you finished all the required matches).
- You should withdraw from other tournaments that you do not want to play in before the payment deadline if you are accepted in the main draw of another tournament.
- If you do not want to be considered as an alternate (on the Reserve List), you should withdraw your name from the Reserve List as well.



Late Withdrawal/Failure to Complete (LW/FC) Suspension Point

Cases	LW/FC SP	Code of Conduct SP
Withdrawal before the registration deadline	No	No
Withdrawal after the registration deadline before the draw is made	No	No
Withdrawal after the draw is made, regardless of the reason	1 SP	No
Failing to appear for scheduled match without contacting referee or organizer (No show)	No	2 SP
Failure to complete all tournament matches*	1 SP	No
Retires from any match and withdraws from the remaining required matches*	1 SP	No
Loses in Main Draw and withdraws from consolation*	1 SP	No
Loses in Main Draw and retires from consolation*	1 SP	No
Retires or withdraws from a Main Draw match, then goes on to complete consolation matches	No	No

*This policy applies regardless of the reason (i.e. injury, illness, family circumstances, or any other reason). Doctor's notes are not required and will not influence the assessment of penalty points.

NOTE: LW/FC penalty is separate from the Code of Conduct penalty system.

Once a player receives a total of **3 LW/FC Points within a 12-month period**, he/she will be suspended for **3 months** without being able to compete in any Canadian event (Provincial (all levels of tournaments), National, ITF domestic) within that period. The period begins the day following the completion of the tournament in which the third LW/FC Point was assessed.



REFUNDS

Cases	Refund of entry fee
Withdrawal before the registration deadline	Yes, full refund
Withdrawal after the payment deadline or after Sunday at 23:59 prior to draw being posted.	Yes, less \$10 processing fee
Withdrawal after the draw is made, regardless of the reason	No refund
Players on the Reserve List	Yes, full refund

All refunds will be processed within 10 days of the completion of tournament through PayPal.



National Bank Ranking Points

<https://nationalbankrankings.com/home>

- You will find ranking points associated with various age groups, levels of tournaments, other provinces and National tournaments from the link above.
- Choose the rankings category you are looking for (Junior, Open, Adult, Senior or Wheelchair).
- For example, if you are looking for BC Junior rankings:
 - Under "Event Group", choose "Domestic Event"
 - Under "Sub-Group", choose "BC"
 - At the bottom of the table, you can choose gender and age group, customize the draw size and finish position
- Detailed explanation of ranking points can be found beside the table.
- **Note: If players are playing up in age group, they have to win one match (in main draw or consolation) to earn their ranking points.**



ADDITIONAL RESOURCES

- **BC Competitive Structures**
<http://www.tennisbc.org/bc-competitive-structure/>
- **Tennis Canada Late Withdrawal/Failure to Complete Policy**
[Late Withdrawal/Failure to Complete Policy](#)
- **Code of Conduct for Parents**
[Code of Conduct for Parents](#)
- **Guidelines of Unofficial Matches**
[Guidelines for Unofficial Matches](#)
- **Tennis Canada National Bank Ranking Points**
<https://nationalbankrankings.com/home>
- **IMPORTANT: Frequently Asked Questions list on our website**
<http://www.tennisbc.org/youth-tennis/faq/>